

## **Minutes of the Hunter New England Local Health District Board**

### **Fifty Third Meeting**

**20<sup>th</sup> April 2016**

**Venue: District Headquarters**

**Present**

Dr Felicity Barr (Chair), Mrs Janelle Speed, Ms Lyn Raines, Mr Brad Webb, Mr Ken White, Dr Bruce Bastian, Mr Fergus Fitzsimons, Dr Ian Kamerman and Mr Peter Johnston

**Apologies**

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher and Dr Tim Stanley

**In Attendance**

Mr Michel DiRienzo, Mr Mark Jeffrey and Ms Desiree Chymiak

Order of Business: 1.1 – 1.2; 6.3.2; 1.3-6.3.1; 6.3.2-9.3

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## **BUSINESS OF THE MEETING**

### **TOUR**

The Board was given a tour of the Maternity and Gynaecology Units at John Hunter Hospital led by Ms Debbie Bradley, Ms Carol Azzopardi and Dr Henry Murray.

### **Presentation**

The Board was joined by Professor Michael Hensley who made a presentation on Medical Leadership at John Hunter Hospital.

## **PRELIMINARY**

### **1.1 Welcome, Apologies and Acknowledgment of Country**

The Deputy Chair, Dr Felicity Barr opened the meeting at 11.00am.

The apologies of Associate Professor Lyn Fragar, Dr Helen Belcher and Dr Tim Stanley were accepted.

The Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and elders past and present.

### **1.2 Conflicts of Interest**

Mr Fergus Fitzsimons advised that he has a potential conflict with regards to Primary Health Networks, in his role with Centacare.

### **1.3 Adoption of Minutes**

The minutes of the meeting held on the 16<sup>th</sup> March 2016 had been circulated.

The minutes were ADOPTED by the Board. The minutes will be published on the Hunter New England Health internet site.

ACTION BY: Ms Desiree Chymiak

### **1.4 Action List**

Progress on action items was NOTED by the Board.

### **1.5 Board Chair Report**

The Board Deputy Chair reported the following:

- In the absence of the Chair due to leave the Deputy Chair Dr Felicity Barr and Mrs Janelle Speed attended a cultural respect day at Morisset Hospital which was very successful.

### **1.6 Chief Executive's Report**

The Chief Executive's report had been circulated in the business papers. The report addressed the following:

- Recent recruitment of the General Manager Peel Cluster and General Manager Lower Mid North Coast Cluster.
- Appointment of the Chief Executive e-Health.
- Appointment of Chief Executive Southern NSW Local Health District.
- Appointment of Executive Director, Health System Planning and Investment.
- Update on Inverell Community Meeting.
- Update on Activity Based Funding.
- Update on local capital initiatives.

- Update on major projects.
- Update on the Primary Health Network.
- Update on the Patient Experience Symposium.
- Update on the translational research grant scheme.

Individual items were DISCUSSED and NOTED by the Board.

## **COMMUNITY – THE PEOPLE WE SERVE**

### **2.1 Community and Consumers Partnership Committee Minutes**

There were no papers for this meeting.

### **2.2 Social Determinants of Health Committee Minutes**

There were no papers for this meeting.

### **2.3 New Business**

#### **2.3.1 Good Health Committee**

A paper was circulated by the Board Chair out of session.

The paper was discussed by the Board.

It was AGREED that Dr John Wiggers should be invited to the June Board Meeting to make a presentation on Population Health service performance and the role that Population Health can play in achieving the District's goal of "*Healthy People – Now and into the future*".

The draft charter was not endorsed by the Board at this time pending further refinement.

### **2.4 For Information**

#### **2.4.1 Closing the Gap Update Performance Improvement**

A paper had been distributed in the business papers.

The update was NOTED by the Board.

#### **2.4.2 NDIS Update**

A paper had been distributed in the business papers.

The update was NOTED by the Board.

## **SERVICE – THE SERVICE WE PROVIDE**

### **3.1 District Clinical Council Minutes**

The draft minutes from the meeting held on the 13<sup>th</sup> April 2016 were circulated as a late paper via email to the Board.

The minutes were NOTED by the Board.

### **3.2 Medical Staff Executive Council Report**

There were no papers for this meeting.

### **3.3 New Business**

There was no new business relating to SERVICE – THE SERVICE WE PROVIDE for this meeting.

### **3.4 For Information**

#### **3.4.1 John Hunter Hospital Medical Leadership Team Presentation**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

#### **3.4.2 Inquiry into Chemotherapy Prescribing - Statewide Recommendations**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

### **SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME**

#### **4.1 Health Care Quality Committee Minutes**

The minutes from the meeting held on the 23<sup>rd</sup> February 2016 were distributed in the business papers.

The minutes were NOTED by the Board.

The Board ENDORSED the proposal to have six meetings per year.

#### **4.2 Patient Story**

The patient story had been circulated in the business papers and was DISCUSSED and NOTED by the Board.

The Board requested a brief outlining a description and difference between RCAs, London Protocols and MCCC processes. The brief should include what circumstances require these processes and timeframes for each.

ACTION BY: Dr Anne Duggan

#### **4.3 New Business**

There was no new business relating to SAFETY AND QUALITY for this meeting.

#### **4.4 For Information**

There was no information relation to SAFETY AND QUALITY for this meeting.

### **RESOURCES – MANAGING OUR SERVICES WELL**

#### **5.1 Finance and Performance Report**

The Finance Management reports for the month ending March 2016 had been circulated in the business papers.

The Board DISCUSSED and NOTED the Finance and Performance Report.

#### **5.2 Finance and Performance Committee Report**

There were no papers for this meeting.

#### **5.3 Audit and Risk Management Committee**

There were no papers for this meeting.

#### **5.4 Work, Health and Safety Report**

The report was distributed in the business papers.

The report was NOTED by the Board.

#### **5.5 New Business**

There was no new business relating to RESOURCES – MANAGING OUR SERVICES WELL for this meeting.

#### **5.6 For Information**

##### **5.6.1 Letter to the Board Chair from the Minister of Health**

A letter had been distributed in the business papers.

The letter was NOTED by the Board.

##### **5.6.2 COAG Heads of Agreement on Public Hospital Funding**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

### **POSITIONING FOR THE FUTURE**

#### **6.1 Innovation and Research Report**

There were no papers for this meeting.

#### **6.2 New Business**

##### **6.2.1 Strategic Plan**

Following an annual review and environmental scan, draft amendments to the strategic plan were distributed in the business papers.

The Board was joined by Ms Deb Lawson, Manager Health Services Planning. The Board discussed and made further recommendations for the Strategic Plan.

Ms Deb Lawson will update the Strategic Plan for final review by the Board.

#### **6.3 For Information**

##### **6.3.1 Translational Research Grants Scheme – outcomes of expression of interest**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

##### **6.3.2 Premier's Priorities Stocktake Meeting Presentation**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

### **OUR STAFF AND WORKPLACE CULTURE**

### **7.1 Medical and Dental Appointments Advisory Committee**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

### **7.2 New Business**

There was no new business relating to OUR STAFF AND WORKPLACE CULTURE for this meeting.

### **7.4 For Information**

There was no information relating to OUR STAFF AND WORKPLACE CULTURE for this meeting.

## **BOARD DEVELOPMENT**

### **8.1 Board Performance Report**

There were no papers for this meeting.

### **8.2 Board Members Development Report**

There were no papers for this meeting.

### **8.3 New Business**

There was no new business relating to BOARD DEVELOPMENT for this meeting.

## **MEETING REVIEW AND FEEDBACK**

### **9.1 Members Issues Not Covered Elsewhere**

There was nothing to report at this meeting.

### **9.2 Feedback from the December Meeting**

Feedback from the March meeting had been circulated with meeting papers.

The feedback was NOTED by the Board

### **9.3 Next Meeting**

The next meeting will be held on the 17<sup>th</sup> and 18<sup>th</sup> May 2016 at Gunnedah and Moree Hospitals.